

Vermont State Workforce Development Board

Final Operating Committee Meeting Minutes

November 1, 2016

I. Call to order

Chair Frank Cioffi called to order the Special Meeting of the Vermont State Workforce Development Board Operating Committee at 12:00 pm on November 1, 2016 at 5 Green Mountain Drive, Montpelier, VT 05601-0488.

II. Roll call

- a) The following members were present by phone and constituted a quorum of the Committee: Frank Cioffi, Eileen Illuzzi, Jen Kimmich, Lucy Leriche, Dick Marron, Laurie Gunn, Diane Dalmasse (designee of Hal Cohen), Greg Maguire, Jeb Spaulding (left the meeting a few minutes before the end), Tricia Coates of Jeb Spaulding's office, and Janette Bombardier.
- b) The following staff from the Vermont Department of Labor were present at 5 Green Mountain Drive: Michele Kupersmith, Jason Boss, and Abby Shepard.

III. New business

- a) The meeting was called to discuss the two bids received on October 24, 2016 in response to the RFP for One-Stop Operator and Adult and Dislocated Worker Services. The two bidders were: Ross IES, and the Vermont Department of Labor.

A motion to enter into Executive Session pursuant to 1 VSA § 313 was made by Laurie Gunn and seconded by Eileen Illuzzi, as the discussion would involve confidential information and premature general public knowledge that would clearly place the public body or a person involved at a substantial disadvantage. The roll was taken:

Yes: Frank Cioffi, Eileen Illuzzi, Jen Kimmich, Lucy Leriche, Dick Marron, Laurie Gunn, Diane Dalmasse (designee of Hal Cohen), Greg Maguire, Jeb Spaulding, and Janette Bombardier

No: None

- b) The Committee went into Executive Session at 12:05 pm; the Committee came out of Executive Session at 1:14 pm.

IV. Votes

There was no action taken.

V. Next meeting

To be determined.

VI. Adjournment

The State Workforce Development Board Special Meeting of the Operating Committee adjourned at 1:15 pm.

Minutes submitted by: Michele Kupersmith

Minutes approved by: